



Engage Enthuse Empower

# Castilion Primary School

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 Castilion\_PS

Tuesday 2<sup>nd</sup> March 2021

Dear Parents/Carers,

I hope you are all well. I am delighted to say that from 8<sup>th</sup> March 2021 all children will be returning to school. All schools have received guidance from the Government regarding how children can return safely. We have used this guidance to help us plan for a safe return for children, staff and parents. This inevitably has involved some changes to normal school life. We hope that these changes are only temporary and that we will return to our usual way of working as soon as possible during the next academic year.

Please find attached information regarding the return to school of all children. Using the Government's guidance, we have updated our Covid-19 risk assessment, drop off/collection document and our preparing children document. A link is included to our remote learning plan. If pupils have to self-isolate as a close contact of a positive case, then they will continue with remote learning at home until the end of their isolation period.

It is vital that you take time to read each document thoroughly as there are some **important changes that have had to be made to enable the safe drop off and collection of your children**. Please ensure you know at which times and locations you will be dropping off and collecting your children. Also, please remember, that **late children will not be allowed entry to the school until 9.15am**.

**Drop off and collection arrangements: for further detail see drop off and collection attachment**

Year Group	Drop Off	Collection	Location
Nursery am	08.40	11.40	Drop off -Nursery outdoor area accessed from the <b>side gate access</b> via the main playground. Collection-Front pedestrian gate – Main office.
Nursery pm	12.30	15.30	Drop off - <b>Front pedestrian gate</b> – Main office. Collection- Nursery outdoor area accessed from the front pedestrian gate via the main playground.
Reception	08.50	15.20	<b>Side gate accessed</b> on Green Chain Walk. Collection -Zone B
1	08.40	15.10	<b>Front pedestrian gate</b> and then use the side gate by the office. Collection -Zone A for pick up.
2	08.40	15.10	<b>Drop off- Side gate accessed</b> on Green Chain Walk. Collection -HT's class – outside classroom Zone E Collection -DW's class- zone C
3	08.40	15.10	<b>Front pedestrian gate</b> Collection - Zone F (by New Yr3 block)





4	08.50	15.20	Side pedestrian gate Collection – AC’s class Zone C Collection – HN’s class zone D ( Trim Trail area)
5	08.55	15.25	Front pedestrian gate. Collection - Zone A
6	09.05	15.35	Front pedestrian gate. Collection -Zone A

Staff continue to work very hard to ensure safety measures are in place whilst children are at school and that year group bubbles do not mix at all during the day. Therefore, it is vital that social distancing continues on arrival at school, whilst waiting outside the school grounds and during collection on the school grounds. Particularly ensuring that your own child remains with you and your family and do not mix with any other child. It remains important that children are met and supported by familiar adults on collection from school.

Collection time – parents must be on time to collect each of their children. Children will return to class with their class teacher after 10 minutes of class finish time. Late children will be collected from the main office. Parents will incur a late collection charge.

Parents collecting more than one child can either leave the site and return later or stand in the allocated zone. Parents are responsible for their child/ children and asked to ensure their children wait with them and do not run around the playground and mix with other children. The MUGA will no longer be a waiting zone for parents and siblings. These measures are in place to protect the school staff, children and parents.

Nursery and reception parents are asked to leave their child at the Nursery or Reception outside gate and not enter the play area.

### **Staffing information**

As you will be aware, many employees across the country have been asked to shield by the Government. Our school is no different in this respect. A number of staff will be shielding until 31<sup>st</sup> March. We appreciate that many children may be feeling a little anxious about returning to school. With this in mind, we have ensured that the children whose class teacher is shielding are welcomed back by a familiar adult. A small number of classes will be taught by a familiar staff member until 31<sup>st</sup> March.

**A reminder that all parents MUST wear face covering on the school site, unless they are exempt from wearing one.** As it relates to parental exemptions on the school site, the following is a list of those that are exempt:

- A child under the age of 11.
- Other legitimate exemptions listed include those with a disability or a physical or mental illness, and anyone travelling with a deaf person who relies on lip reading to communicate.

Also, please remember that you should be keeping 2m distance from all staff, parents and children that do not live in your household or part of a bubble that is agreeable under the Government guidelines. The school will putting into place rigorous measures to ensure that these requirements are observed.

### **Childcare bubbles**

Please ensure that any childcare arrangements comply with the following Government guidance:

- A childcare bubble is where one household links with one other household to provide informal childcare to anyone under 14. All adults in both households must agree to this arrangement. ‘Informal’ childcare means it is unpaid and unregistered.
- Members of either household can provide childcare in a home or public place. This includes overnight care.



- You can only have one childcare bubble with one other household. This means no household should be part of more than one childcare bubble.
- You can only use a childcare bubble for childcare. You cannot use a childcare bubble to mix with another household for other reasons.

### **General information**

A reminder that the only time that parents should be on site is when they are collecting their children at the end of the day from the main school playground. All contact with the school office should be via e-mail or a telephone. For example, If parents would like to purchase any school items (e.g. water bottle), your child should bring the money into school in a named envelope and we will then give them the item.

- Normal lunch arrangements will apply. Your child will remain either school meals or packed lunch. Changes will not be accepted at this point.
- Children will not wear ties until further notice.
- Due to increased ventilation in the building, children are advised to bring an extra layer in their school bag.
- All children should bring a book bag with a book only and a bottle of water and a packed lunch (if applicable) . No rucksacks are allowed. Children must not bring any other items into school.

### **Attachments and links to school website**

- Covid – 19 risk assessment March 2021
- Drop off and collection March 2021
- Preparing children for their first day back at school March 2021
- Link to Covid 19 Information page on the school website:  
<https://www.castilion.bexley.sch.uk/page/?title=Covid%2D19+Information&pid=73>
- Link to Government childcare bubble guidance: <https://www.gov.uk/guidance/making-a-childcare-bubble-with-another-household?priority-taxon=774cee22-d896-44c1-a611-e3109cce8eae>
- Remote Learning Plan: <https://www.castilion.bexley.sch.uk/attachments/download.asp?file=170&type=pdf>

Yours sincerely,

Mr S Pepperrell  
Headteacher